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1991 Summer Seminars for Co...

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NEH

National Endowment for the Humanities

Division of Fellowships and Seminars

Guidelines and Application Forms for **PARTICIPANTS**

Application Deadline: **March 1, 1991**

Notification of Award: **March 28, 1991**

1991 SUMMER SEMINARS FOR COLLEGE TEACHERS

READEX FICHE best copy available

OMB No. 3136-0096
Expires: 11/30/93

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THE NATIONAL ENDOWMENT FOR THE HUMANITIES

The National Endowment for the Humanities is an independent grant-making agency established in 1965 to support research, education, and public projects in the humanities.

The Endowment supports work in the humanities through programs administered by five divisions—Education Programs, Fellowships and Seminars, Public Programs, Research Programs, and State Programs—and by two offices, the Office of Challenge Grants and the Office of Preservation.

THE HUMANITIES

In the act that established the National Endowment for the Humanities, the term *humanities* includes, but is not limited to, the study of the following disciplines: history; philosophy; languages; linguistics; literature; archaeology; jurisprudence; the history, theory, and criticism of the arts; ethics; comparative religion; and those aspects of the social sciences that employ historical or philosophical approaches.

Work in the creative or performing arts—such as writing of fiction or poetry, painting, sculpting, composing or performing of music, acting, directing, and dance—is not eligible for support by the National Endowment for the Humanities. Persons interested in support in these areas should call or write the National Endowment for the Arts. Critical, historical, and theoretical studies of the arts, however, are eligible for support from the National Endowment for the Humanities.

Applicants undertaking studies in the social and natural sciences that are historical or philosophical in approach, or that attempt to cast light on questions of interpretation or criticism traditionally in the humanities, are eligible.

SUMMER SEMINARS FOR COLLEGE TEACHERS

Purpose of the Program

Summer Seminars for College Teachers are offered for college teachers and independent scholars who want to revitalize their understanding of significant ideas and texts in the humanities. The seminars provide college teachers and independent scholars with opportunities to enrich their knowledge of the subjects they teach and study by working with distinguished scholars, by studying with other teachers and scholars, and by undertaking individual projects of their own design. Held at institutions with libraries and other resources suitable for advanced study and research, the seminars offered in the program deal with significant works and with subject matter of central concern to the humanities.

There are twelve participants in each seminar. Through research, reflection, and discussion with the seminar director and with colleagues in a seminar atmosphere, participants have an opportunity to deepen their understanding of their field and improve their ability to convey that understanding to others. Participants are expected to take part fully in the work of the seminar and to complete all seminar projects.

The seminars are especially designed for the Summer Seminars for College Teachers Program and are not intended to be identical to courses normally offered by graduate departments, nor will graduate credit be given for them. Although writing is encouraged by seminar directors, lengthy papers typical of graduate courses are not required in NEH summer seminars. Seminar topics are broad enough to accommodate a wide range of interests while being central to the major ideas, texts, and approaches of the humanities. The topics allow participants to address significant questions, explore major texts, and extend their thinking beyond narrowly focused disciplinary concerns.

Individual Projects

In addition to the common work of the seminar, participants pursue individual study of their own choosing. **Prospective applicants should request detailed information about the seminar from its director before applying.** The director will respond with a description of the seminar's purpose, structure, and requirements. Particular seminars will vary in their research emphases, some focusing more on individual reading or research projects, others concentrating more on the common work of the seminar. The work to be undertaken beyond the common agenda of the seminar may be a research project or a program of intensive reading. It may grow directly out of the seminar topic, or it may merely fall within the broad purview of the seminar's subject area.

Selection Criteria

Seminar directors and their selection committees will review those applications that meet the eligibility requirements and will select participants on the basis of the applicants' quality and commitment as teachers, scholars, and interpreters of the humanities; their qualifications to do the work of the seminar and make a contribution to it; and the conception and organization of the applicants' proposed study projects and the potential value of those projects to other members of the seminar.

Eligibility

The program is intended primarily for individuals who teach undergraduate courses, full- or part-time, at two-, four-, or five-year colleges or universities. Other persons, such as independent scholars and scholars employed by museums, libraries, historical societies and other organizations, who are qualified to do the work of the seminar and make a contribution to it are also eligible and encouraged to apply. Preference will be given to those who have not recently had access to the resources of a major library or other research facility or who have not had significant released time for independent study and professional development. Teachers in Ph.D.-granting departments normally are not eligible. The Endowment particularly encourages humanities faculty at two-year colleges and historically black colleges and universities to apply to the program.

Applicants must have completed professional training by March 1, 1991. Although an applicant need not have an advanced degree in order to qualify, neither candidates for degrees nor persons seeking support for work leading toward a degree are eligible. Individuals should not apply to seminars offered at their present institutions, to seminars directed by faculty members of their own institutions, to seminars directed by scholars with whom they have previously studied, or to seminars directed by previous directors of NEH summer seminars the applicants have already attended.

An individual may apply to no more than two summer seminars in any one year. Applicants found to have applied to more than two will not be eligible for a place in a seminar.

Teachers and scholars who participated in NEH summer seminars in 1988 or earlier are eligible to apply for 1991, but those who attended one of the seminars in 1989 or 1990 are not eligible. Note that past participation in an NEH summer institute has no bearing on eligibility for a summer seminar.

Applicants should be U.S. citizens, native residents of U.S. territorial possessions, or foreign nationals who have been residing in the United States or its territories for at least the three years immediately preceding the application deadline.

Stipend, Tenure, and Conditions of Award

Individuals selected to participate in the program's eight-week seminars will receive a stipend of $3,750; those in seven-week seminars receive $3,350; those in six-week seminars will receive $2,950. The stipend is intended to help cover travel expenses to and from the seminar location, books, other research expenses, and living expenses for the entire seminar period.

Participants are required to remain at the seminar location until the final meeting of the group and to spend full time on personal study for the duration of the seminar. During this period, they may not undertake teaching assignments or any other professional activities unrelated to their participation in the seminar or to their work on individual projects.

Three or four months after the end of the seminar, the Endowment will ask all participants to complete reports in which they review their work during the summer, assess the value of the seminars to them as scholars and teachers, and describe their efforts to incorporate new insights into their teaching.

Housing

Specific information about available housing will be provided by the seminar directors at the time of selection.

1991 SUMMER SEMINARS FOR COLLEGE TEACHERS APPLICATION AND AWARD SCHEDULE

Application Deadline	**March 1** (postmark date)
Notification of Award	**March 28**
Award Acceptance Deadline	**April 2**
Seminars	**Six, seven, or eight weeks between June 10 and August 16.**

OTHER PROGRAMS OF THE DIVISION OF FELLOWSHIPS AND SEMINARS

NEH fellowship programs provide opportunities for individuals to pursue independent study and research that will enhance their capacities as teachers, scholars, or interpreters of the humanities and that will enable them to make significant contributions to thought and knowledge in the humanities. Fellowships enable people to devote extended periods of uninterrupted time to investigation, reflection, and writing. The programs are intended for a range of people, from those who have made significant contributions to the humanities to those who stand at the beginning of their careers. Projects may address broad topics or consist of study and research in a single field. **Fellowships for University Teachers** are for faculty members of departments and programs in universities that grant the Ph.D. and faculty members of postgraduate professional schools. **Fellowships for College Teachers and Independent Scholars** are for faculty members of two-year, four-year, and five-year colleges, faculty members of departments and programs in universities that do not grant the Ph.D., individuals affiliated with institutions other than colleges and universities, and scholars and writers working independently. Most projects requiring collaboration should be submitted to the Division of Research Programs and most projects undertaken by an individual scholar should be submitted to the Division of Fellowships and Seminars, but there are some exceptions. Potential applicants should obtain detailed information about the appropriate programs from the staff or guidelines of the two divisions. The application deadline for fellowships is June 1.

Summer Stipends provide support for faculty members in universities and two-year and four-year colleges, and for other persons working in the humanities to enable them to devote two consecutive months of full-time study and research to their projects. An applicant's project may be one that can be completed during the stipend period, or it may be part of a long-term endeavor. An NEH Summer Stipend may not be held concurrently with participation in an NEH Summer Seminar. The application deadline for awards is October 1.

Summer Seminars for School Teachers provide opportunities for teachers and other school personnel of grades kindergarten through twelve to work in their areas of interest with master teachers and active scholars, studying seminal works in the humanities systematically and thoroughly. The seminars last for four, five, or six weeks, depending on the individual seminar, and are held at institutions broadly distributed throughout the country. The application deadline for participants in seminars is March 1.

The **Faculty Graduate Study Program for Historically Black Colleges and Universities** is offered by the Endowment in response to the President's initiative (Executive Order 12677) regarding historically black colleges and universities. These fellowships are intended to strengthen the teaching of the humanities at these colleges and universities by providing one year of support for teachers to work toward the completion of a doctoral degree in one of the humanities disciplines. The application deadline for awards is March 15.

The **Travel to Collections Program** provides grants of $750 to individual scholars so that they can use the research collections of libraries, archives, museums, or other repositories. Awards are made to help defray transportation costs, subsistence and lodging, reproduction and photoduplication costs, and associated research expenses. Semiannual application deadlines are July 15 and January 15.

The **Younger Scholars Program** provides support for secondary school and undergraduate students to carry out projects of research and writing in the humanities during the summer. Recipients work under the close supervision of a humanities scholar. No academic credit may be taken for this work. The application deadline for awards is November 1.

Further information on these programs is available from:

Division of Fellowships and Seminars, Room 316
National Endowment for the Humanities
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
Telephones: 202/786-0466 (Fellowships & Stipends)
202/786-0463 (Seminars, Travel to Collections, Younger Scholars)

ENDOWMENT INITIATIVE

A special initiative is an undertaking by the Endowment to encourage proposals in all grant-making categories for projects relating to a specific subject or event. Proposals are currently solicited for the following initiative:

The Columbian Quincentenary

As part of the international observance of the 500th anniversary of Christopher Columbus's voyage of discovery to the New World, NEH invites proposals for original scholarship on related topics and for the dissemination of both new and existing scholarship. Topics may include the expansion of European civilization and the establishment of new societies and new forms of cultural expression through encounters among native American, European, and African peoples. Proposals may also explore the ideas—political, religious, philosophical, scientific, technological, and aesthetic—that shaped the processes of exploration, settlement, and cultural conflict and transformation set into motion by Columbus's momentous voyage.

APPLICATION INSTRUCTIONS

Introduction and Checklist of Application Materials

The complete application should consist of the following documents:

1) the proposal, which includes

   a) the one-page NEH application cover sheet,

   b) the professional history form, and

   c) an appended detailed description of objectives for the seminar and the personal program of study;

2) two collated photocopies of the proposal, which includes (a) the cover sheet, (b) the professional history form, and (c) the project description;

3) the 5" x 8" card from back cover;

4) the 3" x 5" card from back cover; and

5) two letters of recommendation to be submitted separately by the referees on reference letter forms.

The application cover sheet, professional history form, reference letter forms, and card are located in the back of this brochure.

These materials should be sent to the seminar director. Sending application materials and reference letters to the Endowment will result in delay.

Applicants should make and keep an additional copy of the application for their own records.

Application Cover Sheet

Instructions for completing the cover sheet start on page 10.

Professional History Form and Description of Objectives

The application should include a professional history form and a narrative description of the applicant's objectives in applying to a particular seminar.

The professional history form is self-explanatory. An extra sheet may be appended to the form if additional space is needed. This information is essential to the application, and no application can be reviewed without it.

When preparing the description of objectives, the applicant should bear in mind that it is the only demonstration the director and the seminar selection committee will have of the nature of the applicant's interests, the substance of the proposed program of study, and the contribution the applicant can be expected to make to the seminar. Normally, three to four single-spaced pages should be sufficient, although individual directors may suggest shorter or longer descriptions.

This description should include, **first**, a statement about the applicant's ability to contribute to the work of the seminar, including a discussion of the applicant's principal interests within the scope of the seminar topic. This account may include a discussion of relevant undergraduate courses that the applicant teaches and the applicant's experience in conveying an understanding of the humanities to undergraduate students and other audiences.

Second, the applicant should discuss any study that is proposed beyond the work of the seminar, covering the following points:

1. the specific study, research, or reading program—the basic ideas, problems, and questions that are of interest, with a specific, concrete plan of investigation and a statement of its rationale;

2. if the proposed study is part of a long-term project, the present state of the larger project and the progress to be made on it during the summer;

3. the relation of the study to the applicant's immediate and long-range objectives as a teacher and scholar;

4. other information (such as bibliography or knowledge of foreign languages) relevant to the proposed project; and

5. any other particular information requested by the director in the descriptive material about the seminar.

Reference Letters

The two referees should be chosen carefully. They should be persons who are thoroughly familiar with the applicant's professional accomplishments or promise, ability, and interests, as well as ability to contribute to and benefit from the seminar. The applicant might include as one of his or her referees a person who can comment particularly upon the contribution the applicant can be expected to make to the quality of humanities education at his or her institution. Letters from colleagues who know the applicant's teaching and from those outside the applicant's institution who know his or her scholarship are often more useful than letters from institutional administrators. If an applicant has previously participated in an NEH summer seminar, a recommendation from the director of that seminar may be appropriate.

The applicant should complete the top part of the reference letter forms and send one form to each referee, along with his or her objectives in applying to the seminar and a description of the content of the seminar. It is the applicant's responsibility to ask the referees to send their letters to the **seminar director** and to make certain that their letters are mailed by the March 1 deadline.

Data Cards

The data cards should be completed and submitted with the application. The applicant should indicate which other 1991 seminar, if any, he or she is applying to and list all prior NEH seminars participated in.

Submission of Applications

The application should be submitted **to the seminar director** at the address indicated in the brochure and poster and should be postmarked no later than Friday, March 1, 1991.

Awards will be announced on Thursday, March 28, and applicants will have until Tuesday, April 2, to accept or decline.

National Endowment for the Humanities

Washington, D.C.

The following pages include:

—Instructions for Completing the Application Cover Sheet
—The Application Cover Sheet
—Field of Project Categories and Codes

Please read the instructions before completing applicable questions. Please print or type.

Purpose: The National Endowment for the Humanities uses a single cover sheet for all of its programs. This cover sheet gathers information that is necessary in one of two ways:

(1) The information is necessary for efficient consideration of the application during the review process and in the administration of the grant if an award is made.

(2) The information is *required of the Endowment* in various reports to Congress, other federal agencies, and the public. The Endowment must provide reports that involve statistical information or descriptions that can be obtained quickly from the cover sheet. Information is recorded in a computer, which stores the data for subsequent compilation and reporting.

Please read the instructions for each question carefully. Answer each question by typing or printing your reply. Please verify your answers to be certain that they are correct and complete.

You will find it helpful to complete the cover sheet last, after all other parts of the application have been prepared.

Privacy Act: The following notice is furnished in compliance with the Privacy Act of 1974:

The information is solicited under the authority of the National Foundation on the Arts and Humanities Act of 1965, as amended, 20 U.S.C. 956. This information is needed to process the grant application and for statistical research and analysis of trends. The routine uses which may be made of this information are: general administration of the grant review process; review and discussion by peer review advisory panels and, in some programs, evaluation by specialist reviewers, Endowment staff, and members of the National Council on the Humanities; statistical summaries; congressional oversight; and analysis of trends. Failure to provide any of the requested information will result in the delay or rejection of the application.

APPLICATION COVER SHEET INSTRUCTIONS

The Office of Management and Budget requires federal agencies to supply information on the time needed to complete forms and also to invite comments on the paperwork burden. NEH estimates the average time to complete this application is eight hours per response. This estimate includes the time for reviewing instructions; researching, gathering, and maintaining the information needed; and completing and reviewing the application. Please send any comments regarding the estimated completion time or any other aspect of this application, including suggestions for reducing the time to complete, to the Assistant Chairman for Operations, National Endowment for the Humanities, Washington, D.C. 20506; and to the Office of Management and Budget, Paperwork Reduction Project (3136-0096), Washington, D.C. 20503.

Block 1. Individual Applicant:

Item 1a: Please give your name and complete mailing address. All subsequent correspondence from the director will be sent to this address.

Item 1b: Indicate the number corresponding to your preferred form of address:

1- Mr.	4- Ms.
2- Mrs.	5- Professor
3- Miss	6- Dr.

Item 1c: Enter your social security number and date of birth.

Item 1d: Enter your full telephone number with area code and extension. If possible, list a number at which a message can be left, such as your department number.

Item 1e: Please use the fields listed on the back of the cover sheet as a guide. Write the name of the field and also put the code number in the box: for example, History of Philosophy, B5. If the field of your specialty is not listed, indicate the general discipline in which it falls or the closest major field.

Item 1f: Applicants should be U.S. citizens, native residents of U.S. territorial possessions, or foreign nationals who have been residing in the United States or its territories for at least three years immediately preceding the application deadline. Check the block appropriate for your situation. **If you are a foreign national, use the space provided to specify the *month and year* in which you came most recently to reside in the United States.**

Blocks 2 through 5. Preprinted.

Block 6. Project Funding: If applying for a six-week seminar, write "$2,950" in the spaces beside "Outright Funds" and "Total Project Costs." If applying for a seven-week seminar, write $3,350 in those spaces; if applying for an eight-week seminar, write "$3,750" in those spaces.

Block 7. Field of Project: From the fields and code numbers listed on the cover sheet, please select the one that most closely describes the field of your program of study for the seminar, such as, American History, A3.

Block 8. Title of Seminar: Give the title of the seminar to which you are applying and the last name of the director.

Block 9. Description of Project: Please describe briefly the program of independent study and research you propose to carry out beyond the work for the seminar.

Block 10. Will This Proposal Be Submitted to Another Government Agency or Private Entity for Funding? Not applicable.

Block 11. Institutional Data:

Item 11a: Give the name of the institution and department by which you are employed on March 1, 1991, and the city and state of its official address. If you have no institutional affiliation, leave this space blank.

Items 11b, 11c, 11d: Not applicable.

Block 12—Certification

Applicants to an Endowment-funded summer seminar are required to certify that they are not presently debarred, suspended, declared ineligible, or voluntarily excluded from participating in this program by another federal department or agency. By signing and submitting this application, the applicant provides this certification. Please refer to the "certification" and accompanying instructions in the appendix to these application guidelines.

NEH APPLICATION COVER SHEET

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1. Individual applicant or project director

a. Name and mailing address

Name _____ (last) (first) (initial)

Address _____

_____ (city) (state) (zip code)

b. Form of address: ☐

c. Social Security # _____ Date of birth _____ (mo. day yr.)

d. Telephone number
Office: ___ / _____ (area code) Home: ___ / _____ (area code)

e. Major field of applicant or project director _____ ☐ (code)

f. Citizenship ☐ U.S.
☐ Other _____ (specify)

2. Type of applicant

a. ☒ by an individual b. ☐ through an org./institution
If a, indicate an institutional affiliation, if applicable, on line 11a.
If b, complete block 11 below and indicate here:
c. Type
d. Status

3. Type of application

a. ☒ new c. ☐ renewal
b. ☐ revision and resubmission d. ☐ supplement
If either **c** or **d**, indicate previous grant number:

4. Program to which application is being made

Summer Seminars for College Teachers 6312
Endowment Initiatives N/A (code)

5. Requested grant period

From June 1991 (month, year) To: August 1991 (month, year)

6. Project funding

a. Outright funds $ _____
b. Federal match $ _____
c. Total from NEH $ _____
d. Cost sharing $ _____
e. Total project costs $ _____

7. Field of project ☐

8. Descriptive title of project (Title of seminar)

9. Description of project (do not exceed space provided)

10. Will this proposal be submitted to another government agency or private entity for funding?
(if yes, indicate where and when): Not Applicable

11. Institutional data

a. Institution or organization:

_____ (name)
_____ (city) (state)

b. Employer identification number Not Applicable

c. Name of authorizing official: Not Applicable

_____ (last) (first) (initial)
_____ (title)

d. Name and mailing address of institutional grant administrator:
Not Applicable
(last) (first) (initial)

_____ (city) (state) (zip code)

Telephone: ___ / _____ (area code) Form of address ☐

12. Certification

By signing and submitting this application, the applicant is providing the certification regarding debarment and suspension as set forth in the appendix to these guidelines.

_____ (signature) _____ (date)

Note: Federal law provides criminal penalties of up to $10,000 or imprisonment of up to five years, or both, for knowingly providing false information to an agency of the U.S. government. 18 U.S.C. Section 1001

For NEH use only
Date received
Application #
Initials

Field of Project Categories and Codes

The following categories and codes should be used to complete blocks 1e and 7 of the NEH Applications Cover Sheet. If no exactly appropriate category is provided, please select the larger category that would include the more precise one. (This listing is strictly for use by the NEH staff to help retrieve information about applications and grants by subject matter field. The listing is not comprehensive and is not meant to define the disciplines of the humanities. For that definition and advice about eligibility for Endowment awards, please consult elsewhere in these application materials. The hierarchical arrangement is for convenience.)

Anthropology L1

Archaeology U6

Archival Management/Conservation I1

Arts, History and Criticism MA

Architecture: History & Criticism U3
Art: History and Criticism M1
Dance: History & Criticism M3
Film: History & Criticism M4
Music: History & Criticism M5
Theater: History & Criticism M2

Communications P2

Composition & Rhetoric P1
Journalism P4
Media P3

Education H1

Ethnic Studies K1

Asian American K5
Black/Afro-American K4
Hispanic American K3
Jewish K6
Native American K2

History A1

African A2
American A3
Ancient AC
British A4
Classical A5
European A6
Far Eastern A7
Latin American A8
Near Eastern A9
Russian AA
South Asian AB

Humanities U8

Interdisciplinary U1

African Studies G1
American Studies G3
Area Studies GH
Asian Studies G5
Classics G7
Folklore/Folklife R1
History/Philosophy of Science, Technology or Medicine GA
International Studies GG
Labor Studies G4
Latin American Studies GJ
Medieval Studies G8
Regional Studies GF
Renaissance Studies G9
Rural Studies GC
Urban Studies G2
Western Civilization GB
Women's Studies G1

Languages C1

Ancient CC
Asian CA
Classical C2
Comparative C9
English CE
French C3
German C4
Italian C5
Latin American C6
Near Eastern CB
Slavic C7
Spanish C8

Law/Jurisprudence Q1

Library Science I15

Linguistics I1

Literature D1

African DK
American DE
Ancient DC
Asian DA
British DD
Classical D2
Comparative D9
French D3
German D4
Latin American D6
Literary Criticism DI
Near Eastern DB
Slavic D7
Spanish D8

Museum Studies/Historic Preservation I2

Philosophy B1

Aesthetics B2
Epistemology B3
Ethics B4
History of Philosophy B5
Logic B6
Metaphysics B7
Non-Western Philosophy B8

Religion E1

Comparative Religion E5
History of Religion E2
Non-Western Religion E4
Philosophy of Religion E3

Social Science U2

American Government F2
Economics N1
Geography U7
International Relations F3
Political Science F1
Psychology U5
Public Administration F4
Sociology S1

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National Endowment for the Humanities

Summer Seminars For College Teachers

PROFESSIONAL HISTORY

Name of applicant:	Name of seminar director:
Rank, Department, and College (indicate if a 2-year college) Yes ☐ No ☐	Year of seminar:

College in which your bachelor's degree was taken:	Undergraduate major field:	Date of degree:

Universities in which graduate work was taken:	Field	Dates of Attendance	Degree Granted	Date of Degree

If you wrote a thesis for the master's degree, specify title and director:

If you completed a doctoral dissertation, specify title and director:

If you began work on a doctoral dissertation, but have not yet completed it, specify topic and director:

Did you take any graduate-level work in the field of the seminar?

Colleges in which you have taught:	Rank(s)	Dates
1.		
2.		
3.		
4.		

Other Relevant Employment Institution:	Position(s)	Dates(s)
1.		
2.		
3.		

Average teaching load in current academic year:

Hours per week: _____

Average number of students in classes: _____

Check one:
☐ Part Time
☐ Full Time

List all of the different subjects you have taught in the past two academic years. Indicate which of these (if any) were offered at the graduate level.

1. _____ 5. _____

2. _____ 6. _____

3. _____ 7. _____

4. _____ 8. _____

How many full-time members in your department?

Mention any special academic awards you have won.

Have you previously participated in an NEH summer seminar? If so, specify the director(s), the institution(s), and the year(s).

Have you had sabbatical leaves or other forms of released time for research? Specify when, where, and for what purpose.

Mention any research projects, professional activities, papers delivered, publications (continue on a separate sheet if necessary).

References:

1.

2.

PLEASE REMEMBER TO ATTACH TO THIS FORM THE DESCRIPTION OF YOUR PROPOSED PROJECT. NOTE: An individual may apply to no more than two summer seminars in any one year.

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National Endowment for the Humanities

Division of Fellowships and Seminars

SUMMER SEMINARS FOR COLLEGE TEACHERS

(Please send this form directly to the seminar director at the address indicated below.)

TO BE COMPLETED BY THE APPLICANT

Applicant's Name:	Seminar Director:
Department:	Department:
Institution:	Institution:
City and State:	City and State:

FOR USE OF RESPONDENT: (Please see back of this page for guidelines.)

Signature of Respondent_____ Date_____

Name and Title_____

Department (or Position)_____

Institution (or Employer)_____

The individual named on the front of this form is being considered for a stipend to participate in the National Endowment for the Humanities' program of Summer Seminars for College Teachers. The purpose of this program is to provide teachers and scholars with opportunities to participate in seminars directed by distinguished scholars in the humanities at institutions with libraries or archives suitable for advanced study. The program is intended primarily for individuals who teach undergraduate courses, full- or part-time, at two-, four-, or five-year colleges or universities. Other persons, such as independent scholars and scholars employed by museums, libraries, historical societies and other organizations, who are qualified to do the work of the seminar and make a contribution to it, are also eligible and encouraged to apply. The seminars offered in this program deal with significant works and subject matter of central concern in the humanities. Participants undertake both the common work of the seminar and programs of study and research of their own design. Through research, reflection, and discussion with the seminar director and their colleagues in a seminar atmosphere, the participants deepen their understanding of the humanities and improve their ability to convey their understanding to others.

Because reference letters play a large role in the selection of seminar participants, you are urged to provide as detailed and specific information as possible about the applicant's abilities. It would be appreciated if you would comment on the applicant's training, professional growth, accomplishments, competence to contribute to and benefit from the seminar selected, and ability to carry out the proposed supplemental program of study and afterwards to contribute to the field. If you are in a position to discuss the contribution the applicant can be expected to make to the quality of education in the humanities at his or her own insitution as a result of participating in this seminar, your comments on this point would also be appreciated.

Subject to applicable laws, your letter will be held in confidence.

NOTE: Please send this letter directly to the seminar director at the address indicated on the front of this form.

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National Endowment for the Humanities

Division of Fellowships and Seminars

SUMMER SEMINARS FOR COLLEGE TEACHERS

(Please send this form directly to the seminar director at the address indicated below.)

TO BE COMPLETED BY THE APPLICANT

Applicant's Name:	Seminar Director:
Department:	Department:
Institution:	Institution:
City and State:	City and State:

FOR USE OF RESPONDENT: (Please see back of this page for guidelines.)

Signature of Respondent_____ Date_____

Name and Title_____

Department (or Position)_____

Institution (or Employer)_____

The individual named on the front of this form is being considered for a stipend to participate in the National Endowment for the Humanities' program of Summer Seminars for College Teachers. The purpose of this program is to provide teachers and scholars with opportunities to participate in seminars directed by distinguished scholars in the humanities at institutions with libraries or archives suitable for advanced study. The program is intended primarily for individuals who teach undergraduate courses, full- or part-time, at two-, four-, or five-year colleges or universities. Other persons, such as independent scholars and scholars employed by museums, libraries, historical societies and other organizations, who are qualified to do the work of the seminar and make a contribution to it, are also eligible and encouraged to apply. The seminars offered in this program deal with significant works and subject matter of central concern in the humanities. Participants undertake both the common work of the seminar and programs of study and research of their own design. Through research, reflection, and discussion with the seminar director and their colleagues in a seminar atmosphere, the participants deepen their understanding of the humanities and improve their ability to convey their understanding to others.

Because reference letters play a large role in the selection of seminar participants, you are urged to provide as detailed and specific information as possible about the applicant's abilities. It would be appreciated if you would comment on the applicant's training, professional growth, accomplishments, competence to contribute to and benefit from the seminar selected, and ability to carry out the proposed supplemental program of study and afterwards to contribute to the field. If you are in a position to discuss the contribution the applicant can be expected to make to the quality of education in the humanities at his or her own insitution as a result of participating in this seminar, your comments on this point would also be appreciated.

Subject to applicable laws, your letter will be held in confidence.

NOTE: Please send this letter directly to the seminar director at the address indicated on the front of this form.

APPENDIX

Certification

1. All applicants to an Endowment-funded summer seminar are required to certify that they are not presently debarred, suspended, declared ineligible, or voluntarily excluded from participating in this program by another federal department or agency. By signing and submitting this application, the applicant provides the certification set out below.

2. The certification is a material representation of fact on which reliance will be placed when a funding decision is made. If it is later determined that the applicant knowingly provided an erroneous certification, in addition to other remedies available to the federal government, the National Endowment for the Humanities may pursue available remedies, including suspension and/or debarment.

Explanations of Terms Used in the Certification

Debarment: An action taken by a debarring official in accordance with 45 CFR Part 1169 to exclude a person from participating in covered transactions. A person so excluded is "debarred."

Ineligible: Excluded from participation in federal programs pursuant to a determination of ineligibility under statutory authority other than Executive Order 12549 and the Endowment's implementing regulations.

Lower Tier Covered Transaction: Receiving Endowment funds to participate in a summer seminar would be a lower tier covered transaction.

Principal: This term applies only to organizations that make application to federally funded programs. It does not apply to individuals.

Suspension: An action taken by a suspending official in accordance with 45 CFR Part 1169 that immediately excludes a person from participating in a covered transaction for a temporary period, pending completion of an investigation. A person so excluded is "suspended."

Voluntary Exclusion or Voluntarily Excluded: The status of nonparticipation or limited participation in a covered transaction assumed by a person pursuant to the terms of a settlement.

Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion—Lower Tier Covered Transactions

1. The prospective lower tier participant (applicant) certifies by submission of this proposal that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

EQUAL OPPORTUNITY

The National Endowment for the Humanities is responsible for ensuring compliance with and enforcement of laws prohibiting discrimination because of race, color, national origin, sex, handicap, and age in programs and activities receiving federal assistance. For additional information concerning these obligations, or if you believe that you have been discriminated against in any program, activity, or facility receiving federal assistance from the Endowment, please write immediately to the director, Office of Equal Opportunity, National Endowment for the Humanities, 1100 Pennsylvania Avenue, N.W., Washington, D.C. 20506.

Note: If a proposed project relates to American Indians, Aleuts, Eskimos, or native Hawaiian people and artifacts, an applicant should obtain from the Endowment a copy of its Code of Ethics concerning native Americans. The code establishes certain standards of conduct in research, publication, and public programs involving native American people.

OMB No. 3136-0096
Expires 11/30/93

Director's Use Only

FY 1991 NEH SUMMER SEMINARS FOR COLLEGE TEACHERS—Please Print or Type

APPLICANT'S NAME (Last name, first name, initial)

NEH Summer Seminar Title

Institutional Affiliation

Dept.: _____

Institution: _____

City/State/Zip Code _____

Is your institution a two-year college? Yes ☐ No ☐

Seminar(s) being applied for (If you are applying to two, list *both* seminars):

	Seminar Director	*Seminar Institution*
1.		
2.		

NOTE: YOU MAY ONLY APPLY TO TWO SEMINARS.

Home Address

Street _____

City/State/Zip _____

Previous Participation in an NEH Seminar:
☐ NO ☐ YES

Seminar Director	Institution	Year

Telephone Numbers (with area codes)

Office _____

Home _____

References (Names Only). Please give two.

1. _____

2. _____

Note: College teachers who participated in an NEH Summer Seminar in 1988 or earlier are eligible to reapply for 1991; those who attended one of the seminars in 1989 or 1990 are not eligible.

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FOR DIRECTOR'S USE

Name

Institutional Affiliation

Dept./Div. _____

Institution _____

City/State/Zip _____

Tel.(office) _____

Home Address

Street _____

City/State/Zip _____

Tel. (home) _____